



Communications Allowance
Direct payment of suppliers

Comms2
page 1 of 2

26 JUN 2007

When to use this form

Use this form to ask us to pay your suppliers for goods and services incurred on your Parliamentary duties.

About filling in this form

For details of costs you can claim for please refer to booklet on Communications Allowance.

If you have any doubt about whether you can claim for a cost, please call 020 7219 1340

Your details

Name in CAPITAL LETTERS

PATRICK MERCER OBE

Constituency

NEWARK

Office use only

Cost



Claim details

You can only request payment to suppliers for goods and services directly relating to Communications Allowance. Please ensure you attach all supplier invoices.

payment to suppliers for goods and services directly relating to Communications Allowance. you attach all supplier invoices.

Period of claim

from ___ / ___ / ___ to ___ / ___ / ___

Allowance year

07 / 08

Suppliers

Amount

PALACE COMPUTING

2 937.50

P

P

£

P

£

P

£

P

£

P

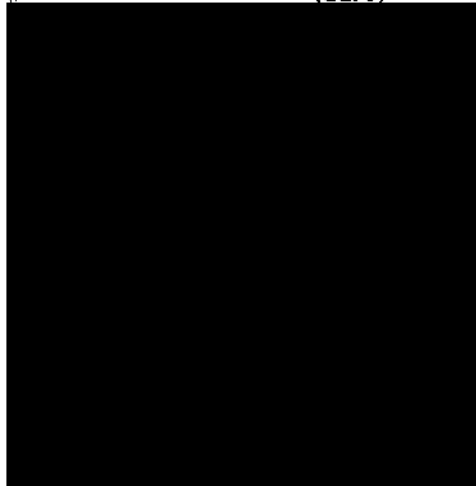
£

2,937.50

P

Office use only

Allow. / Supp ID / Exp.Type (Cat 5)



Authorisation and declaration

I hereby authorise you to pay in respect of costs incurred wholly, or in part, in the performance of my Parliamentary duties.

Signature

[Redacted Signature]

MP

Date

25 June

Data protection

The House of Commons Administration will process the information you provide on this form for the purpose of administering and accounting for the Members' Estimate, making payments and keeping records in accordance with the rules agreed by the House of Commons and the HM Revenue & Customs. The information will also be disclosed to the National Audit Office for audit purposes. The information may also be used within the House of Commons Administration or by its agents for the purpose of business analysis or research.

For the purposes of the Freedom of Information Act 2000 the House of Commons Administration is a Public Authority and therefore the information it holds will fall within the scope of that Act

Under the Data Protection Act 1998, you have the right to see and receive a copy of any personal data that the House of Commons Administration holds about you. If you have questions about the contents of this notice or how your information is handled or about your rights under the Data Protection Act 1998, please call our Data Protection Officer on 020 7219 2032, who acts on behalf of the Data Controller (the Clerk of the House).

**Send your completed
form to**

Validation Team, Operations Directorate,
Department of Finance & Administration, House of Commons, London SW1AA

Office use only

Initials / Date

Validation
completed

Comments

PALACE COMPUTING



INVOICE TO

Patrick Mercer MP



Invoice

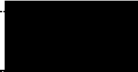
TAX DATE

INVOICE NO

TERMS

VAT REG NO

20/06/2007



DESCRIPTION

QTY

RATE

VAT AMT

AMOUNT



1

2,500.00

437.50

2,500.00

Includes 12 months unlimited support.



27 JUN 2007

VAT SUMMARY

£ 437.50 @ 17.5% ;

SUBTOTAL

2,500.00

VAT TOTAL

437.50

Total

£2,937.50

